

POSITION ANNOUNCEMENT

Lee County Parks & Recreation Department

Date Posted: 6/14/2021

Position: Part-Time Weekend Building Supervisor

Salary Range: \$10.00/Hour

Description of Work:

The Lee County Government Parks & Recreation Department is seeking multiple Part-Time Building Supervisors. Applicants will be responsible for opening and closing the facility, maintaining the facility cleanliness, and over all supervision of facility. Essential functions include; Unlocking and locking the facility for activity and turning on and off lights. Supervisors are to remain on the premises at all times during the hours of rental and insure that alcohol or drugs is not used on the premises. The supervisor acts as troubleshooter for rental party and the Parks & Recreation Department, to monitor the facility to assure that uninvited persons do not enter the building and to check building before rental party leaves making sure facility is left clean. Applicant must be dependable, prompt and able to work weekends any hours from 8am-11pm.

Requirements:

Applicants must be 18 years of age or older. Good public relations skills are a must. NC Criminal Background Check Required.

Application Process:

Applications may be obtained at:

Lee County Parks & Recreation Office, located at 2303 Tramway Rd, Sanford, NC 27332

Lee County Human Resources Office, located in the Summit Building at 408 Summit Drive Sanford, NC 27330.

Completed applications should be returned to the Parks & Recreation Office, Human Resources Office or mailed to

PO Box 1968, Sanford, NC 27331-1968.

Application Deadline: Open until filled.

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Females and minorities are encouraged to apply. Lee County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disabling condition in employment. Lee County is an equal opportunity employer.